807, General Sterling Dr.

West Chester, PA 19382

September 23, 2010

Mr. Joseph Kilpatrick

Human Resources Manager

ABC Company

750 Unionville Road

Kennett Square, Pa 19348

Dear Mr. Kilpatrick

My name is Chris Baker. I am a recent graduate from the Massachusetts Institute of Technology. I dual majored in Biomedical Engineering and Mandarin Chinese. I would like to apply for the position of Pharmaceutical Engineer that I was informed about through my college professor. I believe that I am well qualified for the position.

I believe my majors make me a good candidate for the available position. One of my Professors, Dr. Steele, who informed me about the position was a Pharmaceutical Engineer himself when he graduated from college. We spent a large portion of our semester studying the job and the tasks it performs. I quickly picked up and enjoyed my studies of Biomedical Engineering and after seeing several jobs in action, and hearing about them from previous workers, I knew I wanted to be a Pharmaceutical Engineer.

My studies at MIT have prepared me well for this position. If I am ever needed to travel for any reason I am also a good candidate because I am fluent in Mandarin Chinese. I spent a year abroad in China as a Sophomore. I am looking to go back to school to achieve my master’s degree to further excel in this profession. I have a vast knowledge of the Biomedical World. I graduated top of my class, and made dean’s list every semester.

I believe that I have the knowledge, dedication, and all the qualifications to meet your needs. I would like to schedule and interview to discuss the job. Please call me at 123-456-7890 or e-mail me anytime at [abcdefg@yahoo.com](mailto:abcdefg@yahoo.com).

Sincerely,

Chris Baker

Chris Baker